

Professional Conduct Committee appoints Complaint Review Team (CRT)

CRT = Board LSRP
Board Non-LSRP
Staff Attorney

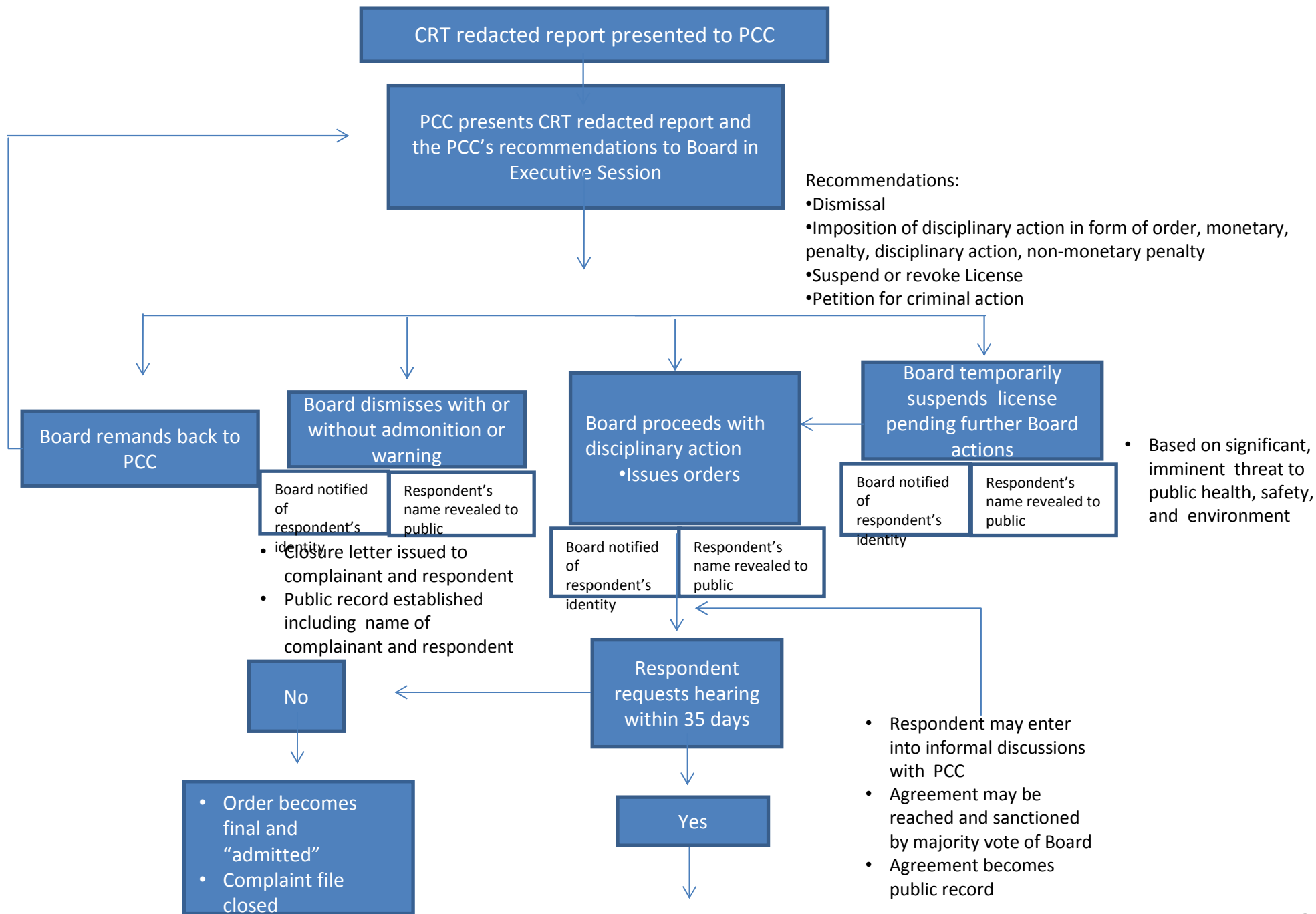
- Name of complainant and respondent revealed to CRT
- Each CRT member certifies they are free of conflict and can fairly and objectively investigate the complaint

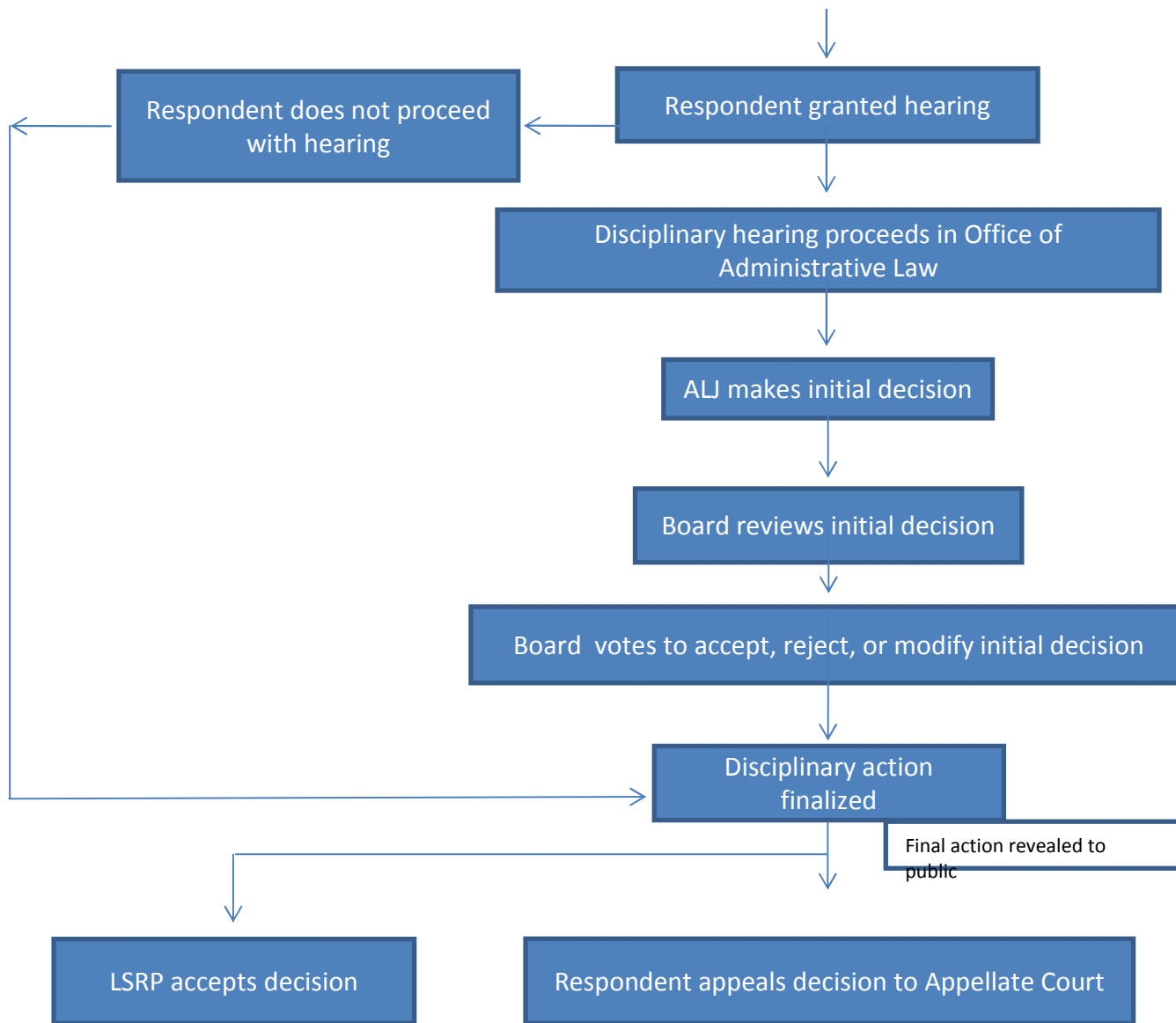
CRT investigates complaint as charged by the PCC including potential Professional Conduct violations and case circumstances

- CRT obtains readily available information from respondent, complainant, and available files
- CRT examines LSRP file (record of complaints and/or prior decisions)
- Respondent and complainant are asked to provide all pertinent information to aid the investigation. (contracts, reports, correspondence, proposals, etc.)
- CRT may seek information from third parties, if appropriate
- Respondent and complainant are offered the opportunity to present information
- CRT may investigate other cases performed by LSRP if relevant to investigation

CRT prepares report

- Chronology of complaint
- Statement of findings
- Validity of complaint
- Grounds for disciplinary action, if any
- Recommendation re: type of disciplinary action
- Specific violation
- Brief redacted synopsis prepared





ALJ = Administrative Law Judge
CRT = Complaint Review Team
PCC = Professional Conduct Committee
AG = Attorney General